

## Sullivan County NH

**Type of meeting:** Board of Commissioners – Regular Business Meeting  
Executive Session Per RSA 91-A:3.II.c. and d.

**Date/Time:** Tuesday, August 21, 2007; 4:56 PM

**Place:** Unity County Complex, Sullivan County Health Care  
Facility, 5 Nursing Home Drive - Activities Room

**Attendees:** Commissioners Ethel Jarvis – *Chair*, Bennie Nelson – *Vice Chair* and Jeffrey Barrette – *Clerk*; Ed Gil de Rubio – *County Manager*; Dave Laplante – *Sullivan County Health Care Interim Administrator*; Peter Farrand – *Human Resources Director*; and Sharon Johnson-Callum (*minute taker*).

---

AGENDA ITEM NO. 6.D. PROBABLE EXECUTIVE SESSION PER RSA 91-A:3.II.C. AND D. –  
MEDICAL DIRECTOR CONTRACT/UNION NEGOTIATION MATTERS

**4:56 A motion was made, by Commissioner Barrette, to go into Executive Session [Per RSA 91-A:3.II.c. and d.] to discuss the Medical Director contract and union negotiations. Commissioner Nelson seconded the motion. There was no discussion. A roll call vote was taken. The motion carried, unanimously.**

**4:57 The three Commissioners, Mr. Gil de Rubio, Mr. Laplante and Sharon Johnson-Callum reconvened in the Business Conference Room.**

Mr. Gil de Rubio reviewed the Confidential” marked memo of 8/21/07 from Mr. Laplante regarding suggested expense reductions:

- ☐ **Food Service Department** - within the kitchen help they will implement inmate labor. He noted they will see Union complaints come in and requests to receive subsidies to supervise inmate labor. He indicated the previous Administrator was uneasy working with inmates and felt it gave the facility a bad look, so the program was pulled. The Board broached the subject of inmates carrying back contraband. Mr. Gil de Rubio noted it could happen, but as the inmates enter the DOC they are screen, plus only the inmates allowed in the program are on good behavior and receive a prescreening. The cost savings could be \$34,000. Mr. Gil de Rubio confirmed .75 cents more was asked for previously. Mr. Gil de Rubio confirmed the inmates would not have orange jumpsuits, but the new denim ones.
- ☐ **Delay in hiring a food service director** – Mr. Laplante noted he’d been speaking with Cora LeClair about this position. She is comfortable supervising 2-3 inmates and works well with the dietician. Mr. Farrand has been advertising for a person as you need special training to work with specialized diets for the elderly. Commissioner Barrette pointed out, if Ms. LeClair can hold the position for six months, why not allow her to take on the position. Commissioner Jarvis noted it was

the educational issue. Mr. Laplante noted Ms. LeClair was doing a good job. Mr. Gil de Rubio added Ms. LeClair and Melissa [Lambert] work well together.

*Mr. Gil de Rubio stepped out of the office.*

- ❑ **Assistant Director of Nursing** – Mr. Laplante recommended holding off all together on hiring a new Assistant DON as they have a good Unit manager team. Commissioner Jarvis question why hire a new Admissions person rather than and Assistant DON. Mr. Laplante noted he'd rather get the census up and if two in Admissions helps, he would like to do that. Ms. Johnson-Callum added that with Admissions she was under the impression the person inside worked closely with Social Services establishing the Quality of Care plans, and assisted Patti Koscielniak.

~~*Mr. Gil de Rubio returned to the office.*~~

- ❑ **LNA training program** – Mr. Laplante indicated Patti Henderson continues to mentor the new students. The classes are usually 6-8 students who are paid, and they could save potentially \$17,000 by not offering the classes. There intention is to begin classes shortly in the fall.

Mr. Gil de Rubio handed the Board a memo dated 8/21/07 regarding "Follow-up, July 16, 2007- Memo; "FY 08 Budget". This memo reviewed the following:

- ❑ *"3. The new accounting\bookkeeping position. Currently there is no one cross-trained for both the County and the Nursing Home accounting systems. We are "stand along" without sufficient backup. Additionally, as I explained during our budget meetings, we need someone capable of creating reports that are more elaborate. Total amount \$39,117."*
  - His written response: A this time we currently do not have the funds available to cover a new bookkeeping position.
- ❑ *Recreational Therapy, by eliminating the recommended amount we would jeopardize the ability of the facility to assure its residents the activities as outlined in their assessment and care plan. This is in violation of State rules and regulations; Centers for Medicare and Medicaid Services (CMS) Activity CFR 483.30(a), F353 and CFR 483.75(g) F499.*
  - It is my opinion that we will be sited on this. Total amount \$31,068." His written response: Due to our low census we can continue with Recreational Therapy as funded by our budget. As our census increases we will revisit this situation and keep our options open.

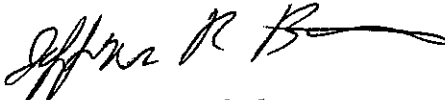
#### UNION NEGOTIATIONS

They are going to mediation September 19<sup>th</sup>. Mr. Gil de Rubio meets weekly with the County Attorney and Human Resource Director regarding mediations. There was a date schedule to begin the negotiations, but it was canceled as they were short staffed, which

one of the nurses on the mediation had to cover, and the union walked away from the meeting.

**5:16 A motion was made, by Commissioner Barrette, to go out of Executive Session. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

*Respectfully submitted,*



Jeffrey Barrette, Clerk  
~~Board of Commissioners~~

*JB/s.j-c.*

Date signed: 9/4/07